

## **PCS Orders Processing**

Upon reporting to a new duty station, it is imperative the officer immediately sends endorsed PCS orders to [NOAACORPS.PayrollUnit@noaa.gov](mailto:NOAACORPS.PayrollUnit@noaa.gov). For officers without dependents the pay entitlements (BAH, Sea Pay, etc.) are stopped as of the date detachment from the old duty station, and new entitlements are started based on the reporting date at the new duty station. Since the payroll processing of PCS orders' detachment and reporting is done simultaneously some officers will end up with overpayments. Any overpayments are then reclaimed by the payroll system once endorsed orders are processed. To minimize this effect it is recommended that orders need to be processed as soon as possible upon reporting to the new duty station. It is recommended that all officers be aware of potential overpayment and be financially prepared not to spend the overpayment in order minimize the financial burden.